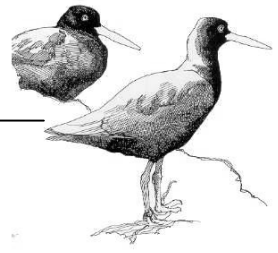


SFB Riparian HOA

P.O. Box 724, St. Francis Bay, 6312



**ST FRANCIS BAY RIPARIAN HOMEOWNERS ASSOCIATION
MINUTES OF THE MEETING – 14 NOVEMBER 2011
VENUE: BOARDROOM, VILLAGE SQUARE**

1 Welcome

Bennie welcomed all.

2 Attendance Register

B Morsink (BM) Chairman	B Buckham (BB)
J Stevens (JS)	T Butler (TB)
R Foulds (RF)	P Grobbelaar (PG)
M Lahana (ML)	J Green (JG)

3 Apologies

Colin Beckley, J Robson

4 Confirmation of Previous Minutes

JS and TB confirmed the previous minutes.

5 CANAL REPORT NO 10/2011

14/11/2011

Weekly

1. Maintain gardens & cut grass – Canal Harbour, Cove & Pump house and dump garden refuse
2. Clean canal cnr Seaglades & Canal Road and dump rubbish
3. Remove rubble at braai area – Cove and dump rubbish
4. Clean & wash bakkie
5. Clean & service equipment

Monthly

1. Retrieve & clean Canal Patrol 1
2. Maintain Canal Patrol 2 (start & flush engine)

Other

1. Cable tie signs Mahe Beat Bridge
2. Myles removed dredger pipe Main Canal – JR
3. Paint dredger
4. Assist a Mr. Stanley to retrieve his submerged boat CH 082 872 2018
5. Repair jetties damaged by wind – CH
6. Fit Cabian basket Mahe Beat bridge
7. Deliver documents Moore Stephens
8. Cut and move pipes – pumphouse
9. Assist GM with dredger
10. EP will handle “Anything that Floats”
11. Assist with Quadrathlon
12. Quote to cut grass at Cove
13. SRE No do not have to be replaced anymore

14. Swivel Cove Jetty walkway – rusted – S/S R260.00 Galv R170.00
15. Remove poles Mahe Beat bridge
16. Dredger pipes 85 x 10m = 850m
17. Pipe to repair boom at CH - Bumble
18. Window washer on bakkie not working
19. Casuals – paperwork and pay – RF
20. Bumble – sponsor drymacs. **BM asked PG to thank Bumble on Riparian's behalf.**
21. Pipe in Ski Canal – GM wants to try and dredge it out
22. Help Mr. Williams to retrieve submerged boat
23. Peri – Fuel station on Canals – wants a list of how many boats use the canals
24. Desmond got injured on duty
25. Fit sign with concrete – Cove braai area – **BM confirmed that PG should do this.**
26. Canal Harbour toilets at Cove and small boat harbour – **PG and BM to sort out these vandalized toilets.**

TB requested to have the rope across the pedestrian bridge at Sea Glades repaired.

BM still trying to arrange with T de Groet to come round and look at the walls needing repairs.

Buoys/Markers to be put in over the next week. TB requested buoys between the Cove and the bridge to indicate where the channel is. BM stated that Heinz would be doing this.

Revetment Quotes

Three quotes were received from tenderers for the revetments. Two of the tenderers came in to discuss their tenders. After discussions it was decided that these quotes to be given to John Roux a Civil Engineer by BM to vet the two quotes and to look at the prices. BM to also enquire whether he could look at the legal side of the quotes. BM to request that his recommendations be made by 10th December also giving his hourly rate for this.

The recommendation will be needed to be reviewed. The committee will then be able to calculate the final amount to be raised for the project and put this to canal home owners at the AGM. BB recommended that at the AGM it should be stated that after an arduous study by the committee and Illenberger SFBRHOA now have approval from Province and now the revetments must commence as soon as possible to avoid a breach of the spit. There are various routes that could be taken to raise the funds:

- Through donations
- Through a levy from all Riparians
- Or a combination of both

TB and JS to also look into obtaining a private loan agreement.

BB to make calls on financing of the revetments. RF will assess bank balance after payment of this months account payments and send to BB and SFBRHOA will have to borrow on this balance sheet.

BB stated that he had spoken to the Municipality. There are forms to be filled, but the Riparian Association must get approval from the meeting, 50% plus one is needed.

As this vote is such an important one, it is imperative that the AGM is well attended. JG to send out weekly bulk emails urging people to attend.

JS to approach Mike Morrison to draw an artists impression for the AGM presentation showing an overview of the spit with the canal wall, shrubs planted and a public walkway along the top.

Dredger

Final commissioning of the dredger is very important – work to be done before this can be obtained is:

- Galvanizing
- Fuel tank

- Silencer
- Cage over pulleys
- Covering for the fan

After this final commission is done the Committee then to agree on a contractor to the dredging. Payment will be made on all previous dredging plus on the completion of the dredging of the Cove at the quoted price, measured by an hourly rate.

Concerning the dredging of private beaches, once the owners have put up a barrier across their beaches to retain the sand, then the RA will dredge with the small dredger. Decisions on where dredging to is to be done are to be made by the Committee. JG to send Mr Neethling an email on this subject.

6 Matters Arising from Previous Minutes

None.

7 Finance and Administration

RF stated that the Annual Financial statements have been completed; they have been signed and will go back to the Auditors.

The monthly accounts to October are fine and looking very healthy.

RF went to see the Municipality to inform them what they have been doing etc. there is one item outstanding which is the 'report on boat licenses, moorings and temporary permits'. Neither the auditor nor us could verify how many licenses, moorings etc. are issued as we rely on the municipality to tell us. The auditors attempted to get the municipality to report on issues they couldn't tie up but received no reply. It is therefore impossible to tie it all up, they offered that they could proceed with further investigations but this would result in extra costs. After discussions it was decided by the committee to reject this offer. RF to write to the auditors with a follow up.

A new system has been established to tighten up the payment of casual wages, i.e. produce ID and sign for the wages. There now will be only one raised price for all and overtime will be done away with.

With UIF it was decided to run it for a few months to see what the quantum of casual wages is. If it warrants following UIF strictly they will do so.

The auditors have advised that with the new companies act which is now in place that there is no such thing as 'Articles of Association'. There is now a 'Memorandum of Incorporation'. RF to take the present Articles of Association and try to match them up to see if there is anything in there which needs adjustment.

The present Articles say, on Directors, there should be a maximum of six directors. The Articles of Association say that every Director must resign before the AGM and offer themselves up for re-election. RF requested that BM send out an email stating this to all the Directors. JG to follow up with an email to all.

TB requested that BM, for continuity with the revetments, carry on as Chairman to see the revetments through.

ML stated that she had arranged with FNB for RF and TB to sign forms to become signatories. Signatories now are, BM/RF/TB.

8 Correspondence

BM stated that he had received a quote for W Vermark for the fixing up of the bridge.

TB stated that the Riparians together with the SFBRA have been urging Province to repair the temporary bridge. Bev of the Chronicle sent an article to TB that she had written on the 'Spit Repairs Depend on

Bridge Repairs'. TB made changes. JG to send the corrected article to Bev.

BM stated that when the bridge went down the SFBRHO made an offer of a donation to the Kromme Trust of R5000.00 towards cleaning up the debris. It was agreed that this donation should be made.

9 Committee Action Points from Meeting of 17 October 2011

Item	Action	Member	Outcome
1	PG to let JG know when Greg Miller has fixed the canopy	PG	
2	Write email to Greg Miller re his fixing the canopy.	JG	Not done – PG did not contact JG.
3	Phone Sean at MTN re acquiring a new phone.	BM	Done
4	Phone Brian Colnut of SAMSA re surveying of dredger.	BM.	Phoned but they haven't come back yet.
5	Cut pipes coming out of the water on Ski Canal.	PG	Done
6	Attempt to retrieve pipe that goes from Bird Island across the spit.	PG	Done
7	Tighten up on how internet payments are managed and authorised.	RF/ML	Done
8	Write to Daniel Nel thanking him for all his help and ask him for a letter of resignation.	TB	Not done
9	Write to St Francis Sport or Enid Pretorius to take over the running of 'Anything that Floats'.	JG	Done
10	Contact Erin Welcome of Municipality re payment of boat licences for next year.	BM	Done

10 General AGM

BM queried as to who would talk at the AGM.

- TB to liaise with JG on the Power Point presentation.
- Need to have a point where achievements, e.g. the dredger etc. are discussed – maybe have a 'Special Report' added to the agenda for this.
- RF to write a Treasurer's Report.
- TB will talk about the revetments starting by giving the background information or status of the spit, then give estimates of costs and quotes of work to be done.

Christmas Party

Due to the fact that a number of people not being able to make the date of 18 November it was decided to change the date of the dinner to Thursday 1st December at the Big Time Taverna. JG to make the changes.

Quote for the grass to be cut at the Cove was rejected as the municipality had already cut the grass.

JS requested that policing of the Canals over the Christmas break be discussed at the next committee

meeting.

BM stated that he had been approached by the police; they requested that he does a tour with them on New Years Eve.

TB stated to JG that the Residents Association's 'Short Term List' given to the municipality was not being addressed listing the following still needing to be attended to:

- Main beach lifesavers hut area
- Stairs needing repairs
- Toilets at Hobie beach
- Access to beach at Hobie beach
- Rubbish where building is going on.

Next meeting to be 12th December at the Village Square Business Centre at 2pm.